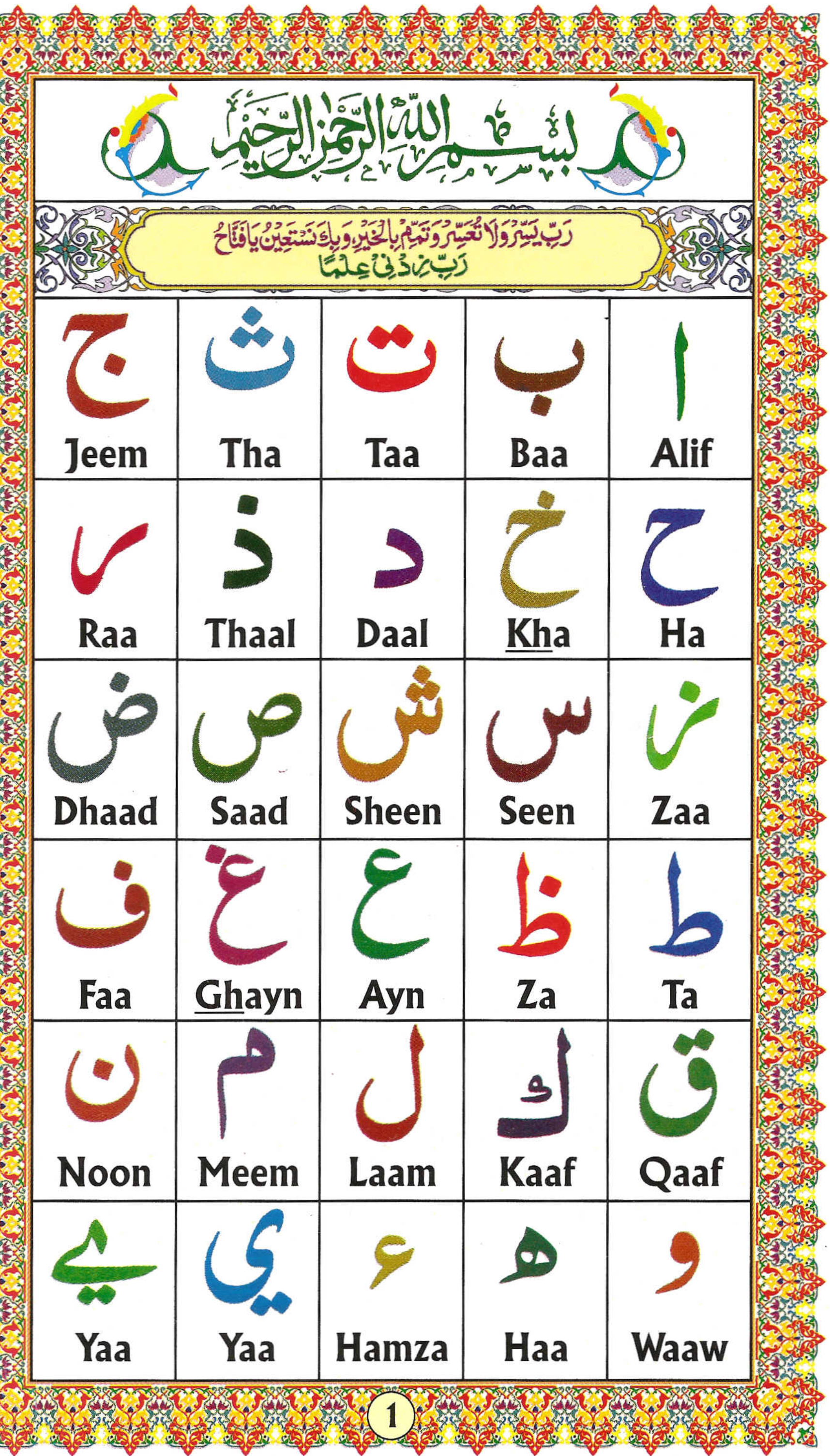
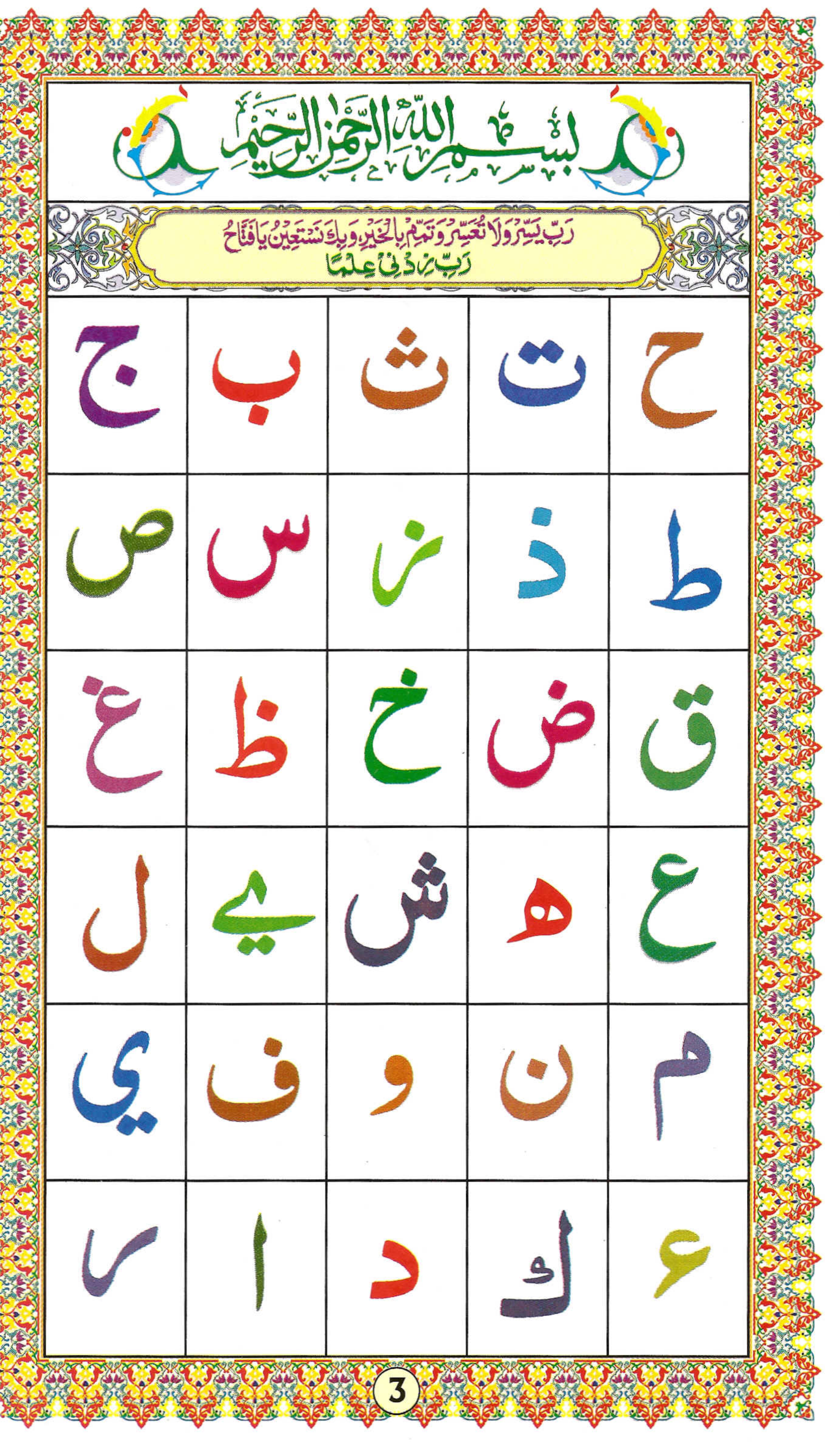


بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِيْمِ
رَبِّ يَسِّرْ وَلَا تُعَسِّرْ وَتَمِّمْ بِالْخَيْرِ وَبِكَ نَسْتَعِيْنُ يَا فَتَّاحُ
رَبِّ زِدْنِيْ عِلْمًا
ا Alif
ب Baa
ت Taa
ث Tha
ج Jeem
ح Ha
خ Kha
د Daal
ذ Thaal
ر Raa
ز Zaa
س Seen
ش Sheen
ص Saad
ض Dhaad
ط Ta
ظ Za
ع Ayn
غ Ghayn
ف Faa
ق Qaaf
ك Kaaf
ل Laam
م Meem
ن Noon
و Waaw
ه Haa
ء Hamza
ي Yaa
ے Yaa
1



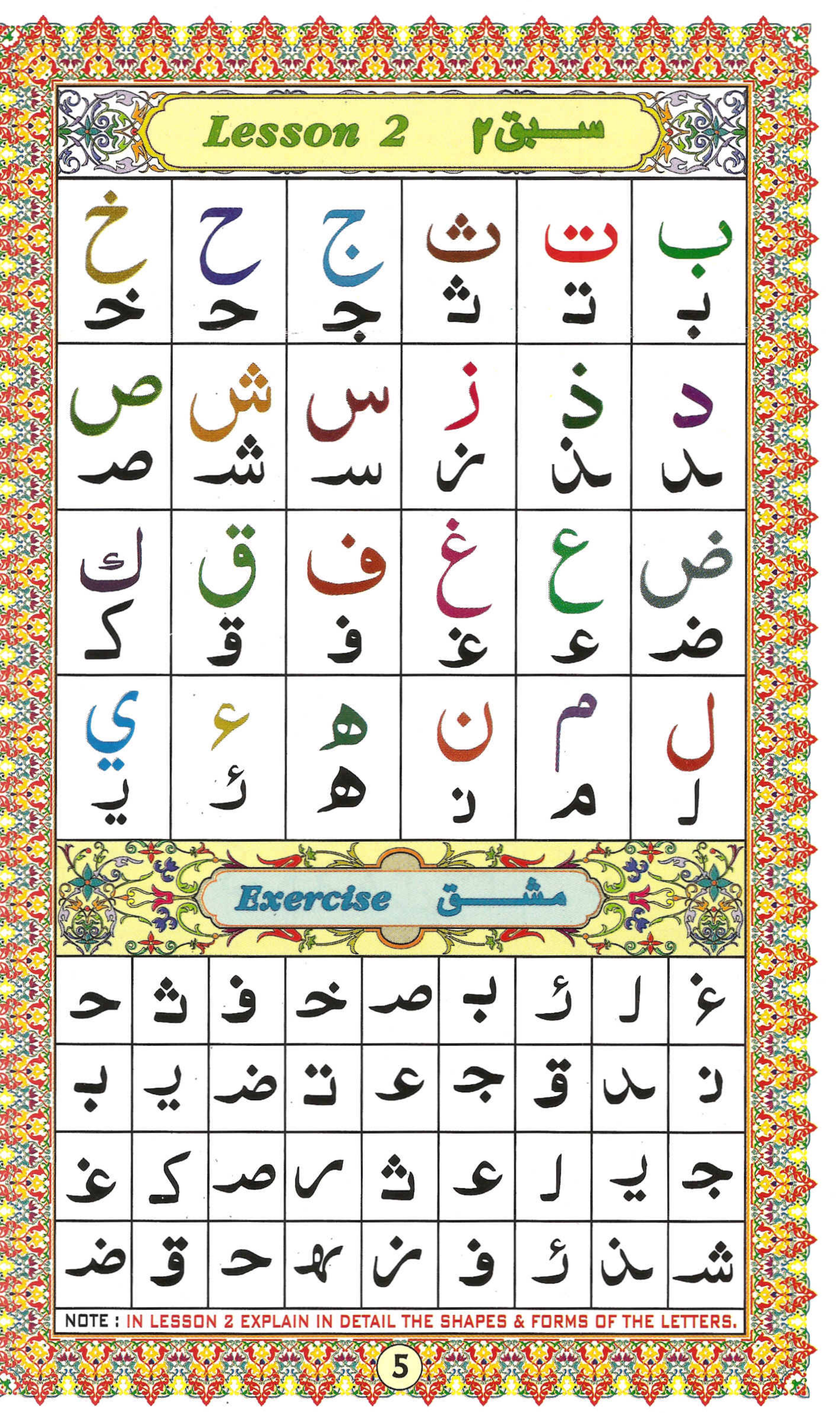
بِسْمِ اللهِ الرَّحْمٰنِ الرَّحِيْمِ
رَبِّ يَسِّرْ وَلَا تُعَسِّرْ وَتَمِّمْ بِالْخَيْرِ وَبِكَ نَسْتَعِيْنُ يَا فَتَّاحُ
رَبِّ زِدْنِيْ عِلْمًا
ا ب ت ث ج
ح خ د ذ ر
ز س ش ص ض
ط ظ ع غ ف
ق ك ل م ن
و ه ء ي ے
2


بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِيْمِ
رَبِّ يَسِّرْ وَلَا تُعَسِّرْ وَتَمِّمْ بِالْخَيْرِ وَبِكَ نَسْتَعِينُ يَا فَتَّاحُ
رَبِّ زِدْنِي عِلْمًا
ح ت ث ب ج
ط ذ ز س ص
ق ض خ ظ غ
ع ه ش يـ ل
م ن و ف ي
ء ك د ا ر
3



Exercise مشق

ا	د	ر	ء	ط	ح	و	س	ه
ع	ص	ك	ن	ب	ظ	ج	ف	ذ
غ	ت	ض	ز	خ	ق	ش	ي	ث
ت	ز	ك	ء	ب	س	ث	ص	ج
ظ	د	خ	ض	ل	ذ	ط	ش	ف
ه	غ	ي	م	ح	ق	ر	ع	و
ث	غ	م	ر	ج	ل	ق	ض	ح
ت	ه	ص	ي	ف	ك	ذ	ب	خ
	س	د	ز	ظ	ش	ع	ن	
ء	ض	ت	ز	ف	ح	ب	ع	ص
ظ	ج	ذ	خ	غ	ي	ق	ث	ش


Lesson 2 سبق ۲
ب ت ث ج ح خ
بـ تـ ثـ جـ حـ خـ
د ذ ز س ش ص
ـد ـذ ـز سـ شـ صـ
ض ع غ ف ق ك
ضـ عـ غـ فـ قـ كـ
ل م ن ه ء ي
لـ مـ نـ هـ ئـ يـ
Exercise مشق
غـ لـ ئـ بـ صـ خـ فـ ثـ حـ
نـ ـد قـ جـ عـ تـ ضـ يـ بـ
جـ يـ لـ عـ ثـ ـر صـ كـ غـ
شـ ـذ ئـ فـ ـز ـهـ حـ قـ ضـ
NOTE : IN LESSON 2 EXPLAIN IN DETAIL THE SHAPES & FORMS OF THE LETTERS.
5



بس	تر	تم	جل	حج	خط	سد	شر
عذ	صب	ضد	غم	فذ	قل	كن	لم
نك	هل	ئذ	ير	ثج	نت	ثب	نظ

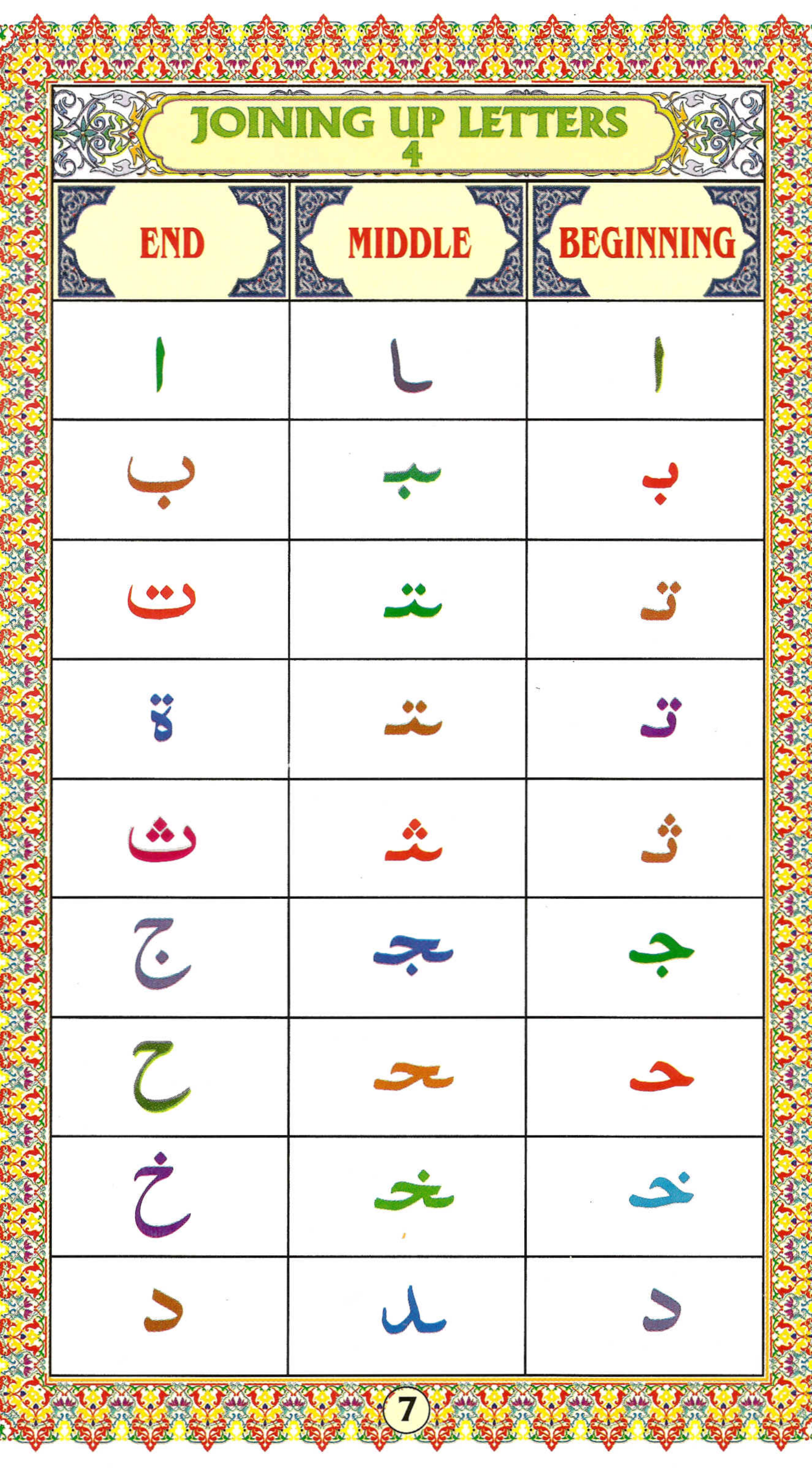
Lesson 3 سبق ٣

ا	ب	ت	ع	غ	ف
ا	بـ ـبـ	تـ ـتـ ـة ة	عـ ـع	غـ ـغ	فـ ـف
ق	ك	ل	م	ه	ي
ـق	ک	لا لا	مـ ـمـ ـم	ـه ـهـ	ـي

Exercise مشق

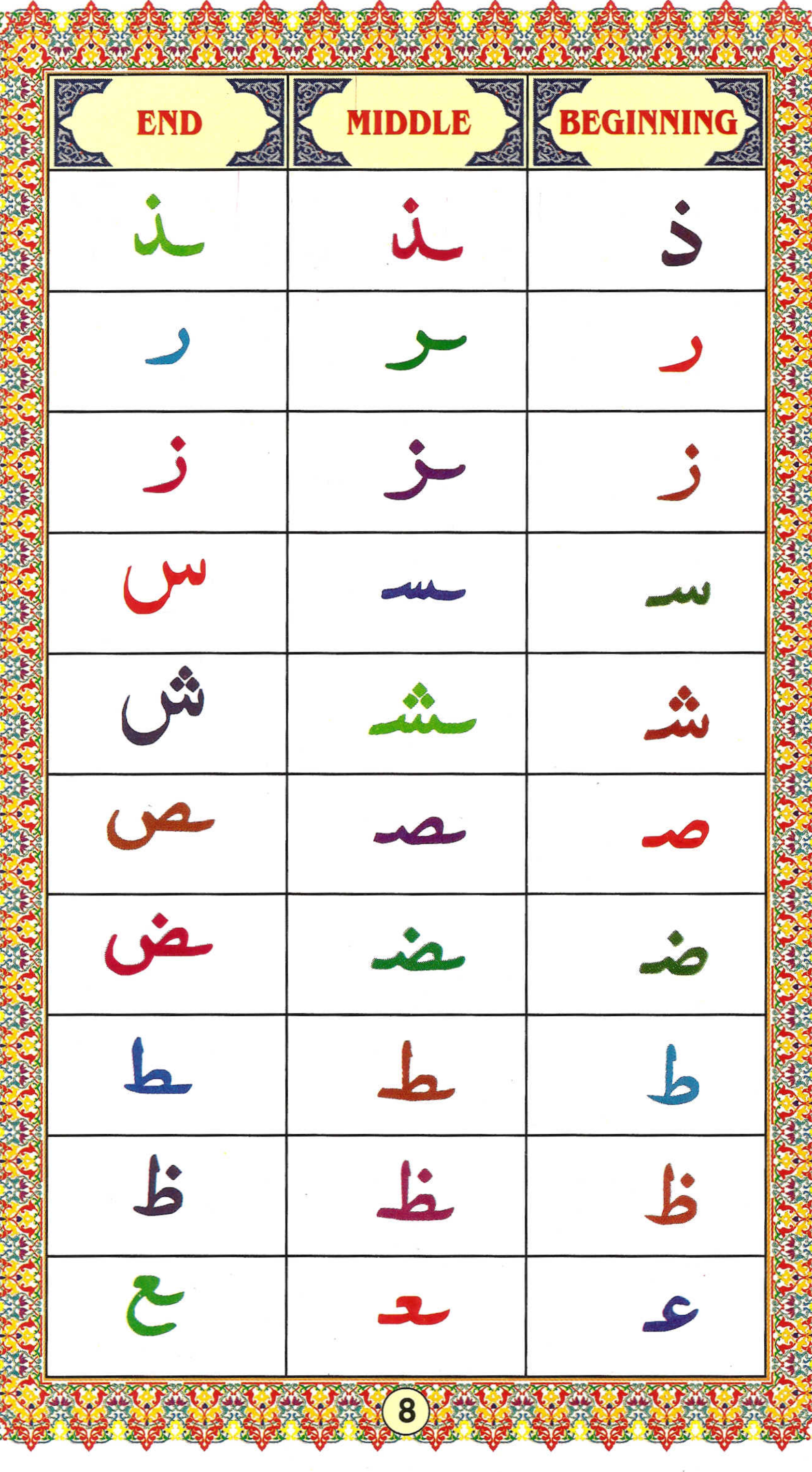
نر	بر	ثـ	ة	ـعـ	ـثـ	فـ	ـہـ	ـغـ	ـقـ
يـ	تـ	لا	كل	مة	به	صة	عہ	أع	بغ
نعـ	بقـ	نجـ	يمـ	كا	تي	ثي	بي	لي	ني

NOTE : IN LESSON 3 EXPLAIN IN DETAIL THE SHAPES & FORMS OF THE LETTERS.

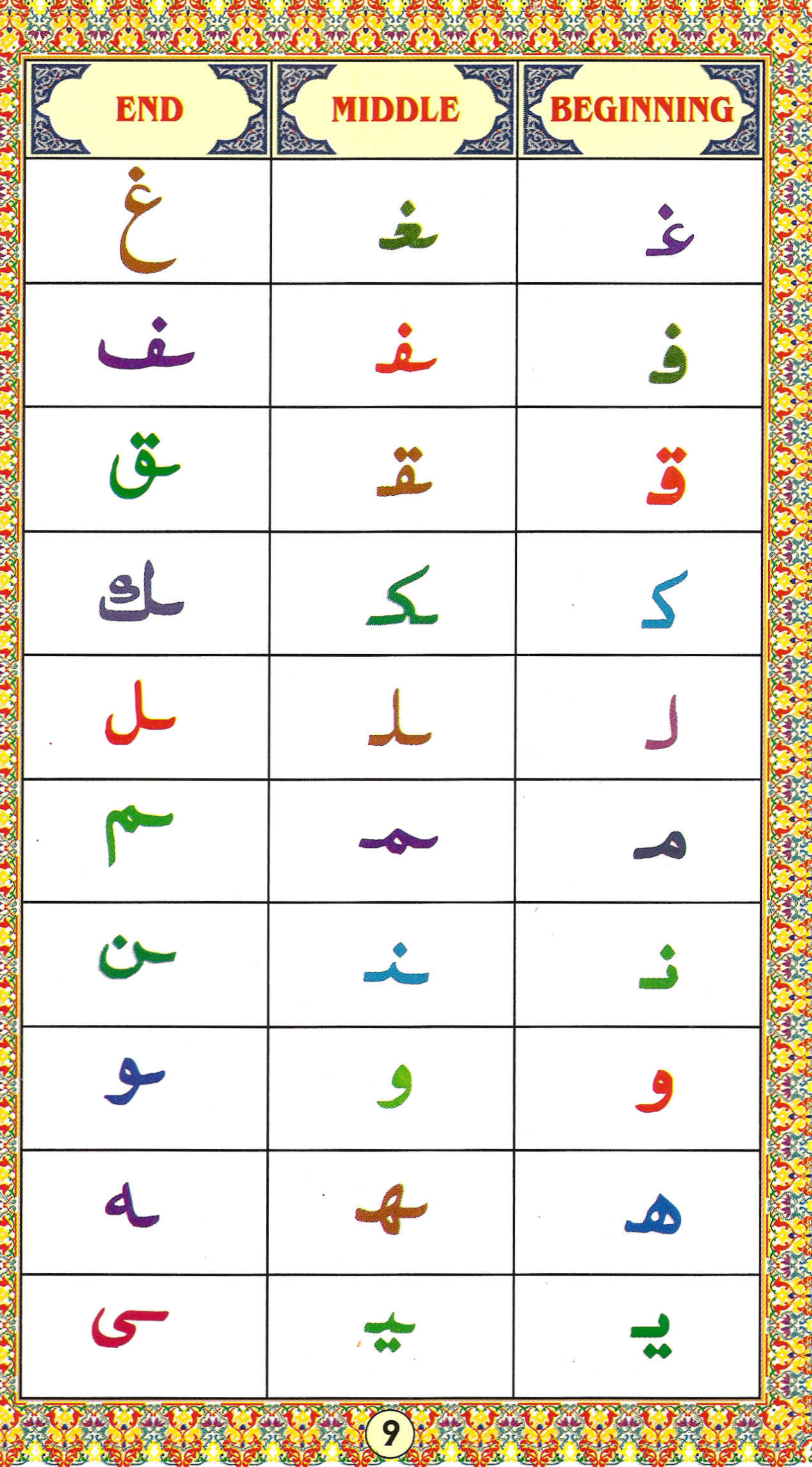


JOINING UP LETTERS 4

END	MIDDLE	BEGINNING
ا	ـا	ا
ب	ـبـ	بـ
ت	ـتـ	تـ
ة	ـتـ	تـ
ث	ـثـ	ثـ
ج	ـجـ	جـ
ح	ـحـ	حـ
خ	ـخـ	خـ
د	ـد	د



END	MIDDLE	BEGINNING
ـذ	ـذ	ذ
ـر	ـر	ر
ـز	ـز	ز
س	ـسـ	سـ
ش	ـشـ	شـ
ـص	ـصـ	صـ
ـض	ـضـ	ضـ
ـط	ـطـ	طـ
ـظ	ـظـ	ظـ
ـع	ـعـ	عـ



END	MIDDLE	BEGINNING
ـغ	ـغـ	غـ
ـف	ـفـ	فـ
ـق	ـقـ	قـ
ـك	ـكـ	كـ
ـل	ـلـ	لـ
ـم	ـمـ	مـ
ـن	ـنـ	نـ
ـو	ـو	و
ـه	ـهـ	هـ
ـى	ـيـ	يـ



Lesson 4 سبق ۴
اَ بَ تَ ثَ جَ حَ خَ دَ
ذَ رَ زَ سَ شَ صَ ضَ طَ
ظَ عَ غَ فَ قَ كَ لَ مَ
نَ وَ هَ ءَ يَ
Exercise مشق
اَمَرَ بَلَغَ ثَمَرَ جَمَعَ
حَسَدَ ذَكَرَ رَفَعَ زَعَمَ
سَرَقَ صَدَقَ ضَرَبَ ظَلَمَ
عَدَلَ قَمَرَ كَسَبَ وَجَدَ



Lesson 5 سبق ٥

اِ	بِ	تِ	ثِ	جِ	حِ	خِ	دِ
ذِ	رِ	زِ	سِ	شِ	صِ	ضِ	طِ
ظِ	عِ	غِ	فِ	قِ	كِ	لِ	مِ
نِ	وِ	هِ	ءِ	يِ			

Exercise مشق

اَذِنَ	بَقِيَ	حَمِدَ	خَشِيَ
سَخِرَ	شَرِبَ	عَجِبَ	غَضِبَ
كَذِبَ	بَخِلَ	فَلِمَ	يَئِسَ
اَبَتِ	بَلَدِ	مَلِكِ	حَطَبِ
اِبِلِ	كِبَرِ	عَلِمَ	اِرَمَ



Lesson 6 سبق ۶

دُ	خُ	حُ	جُ	ثُ	تُ	بُ	اُ
طُ	ضُ	صُ	شُ	سُ	زُ	رُ	ذُ
مُ	لُ	كُ	قُ	فُ	غُ	عُ	ظُ
	يُ	ءُ	هُ	وُ	نُ		

Exercise مشق

سُئِلَ	ذُكِرَ	خُلِقَ	جُعِلَ
هُدِيَ	لُعِنَ	مُنِعَ	ظُلِمَ
حُشِرَ	عُفِيَ	سُقِطَ	وُجِدَ
رُبُعَ	اُذُنِ	صُحُفِ	حُبُكِ
يَعِدُ	يَرِثُ	تَزِرُ	اَعِظُ

هُوَ	لَكَ	هِيَ	بِكَ	تَرَ	لِمَ	مَعَ

خَلَقَ	وَقَبَ	حَسَدَ	كَسَبَ	قَدَرَ
وَهَبَ	صَدَقَ	شَرَحَ	فَرَضَ	وَلَدَ

قُدِرَ	هُدِيَ	نُفِخَ	خُلِقَ	غُفِرَ
ضُرِبَ	وُعِدَ	كُتِبَ	يَضَعُ	قُضِيَ
رَضِيَ	سَمِعَ	نَسِيَ	بَخِلَ	غَشِيَ

لَبِثَ	وَلِيَ	لَقِيَ	يَدِيَ	تَبِعَ
لَهُوَ	أُخَرَ	عُقَدِ	أُفُقِ	رُسُلُ

وَجَدَكَ	عَدَلَكَ	خَلَقَكَ	بِيَدِكَ



Lesson 7 سبق ۷

ـٌ	ـٍ	ـً

دًا	خًا	حًا	جًا	ثًا	تًا	بًا	اً
طًا	ضًا	صًا	شًا	سًا	زًا	رًا	ذًا
مًا	لًا	كًا	قًا	فًا	غًا	عًا	ظًا
	يًا	ءً	هًا	وًا	نًا		

Exercise مشق

مَلِكًا	جَنَفًا	طَبَقًا	رَغَدًا	أَبَدًا
ثَمَنًا	لَعِبًا	قَصَصًا	عِنَبًا	مَثَلًا
شَطَطًا	كَذِبًا	لَبَنًا	قَدَرًا	أَسِفًا
رُسُلًا	هُزُوًا	سُرُرًا	لُبَدًا	كُفُوًا
نَخِرَةً	حَسَنَةً	بَقَرَةً	عَلَقَةً	



Lesson 8 سبق ٨

دِ	خِ	حِ	جِ	ثِ	تِ	بِ	اِ
طِ	ضِ	صِ	شِ	سِ	زِ	رِ	ذِ
مِ	لِ	كِ	قِ	فِ	غِ	عِ	ظِ
	يِ	ءِ	هِ	وِ	نِ		

Exercise مشق

مَسَدِ	عَلَقِ	كَبَدِ	طَبَقِ	عَمَدِ
غَضَبِ	شَجَرِ	نَهَرِ	سَنَةِ	لَهَبِ
بِدَمِ	خَبَرِ	فُرُشِ	كَذِبِ	سَحَرِ
رَقَبَةِ	بَرَرَةِ	سَفَرَةِ	أُكُلِ	حَرَجِ
	لُمَزَةِ	هُمَزَةِ	ثَمَرَةِ	



Lesson 9 سبق ۹

اٌ	بٌ	تٌ	ثٌ	جٌ	حٌ	خٌ	دٌ
ذٌ	رٌ	زٌ	سٌ	شٌ	صٌ	ضٌ	طٌ
ظٌ	عٌ	غٌ	فٌ	قٌ	كٌ	لٌ	مٌ
نٌ	وٌ	هٌ	ءٌ	يٌ			

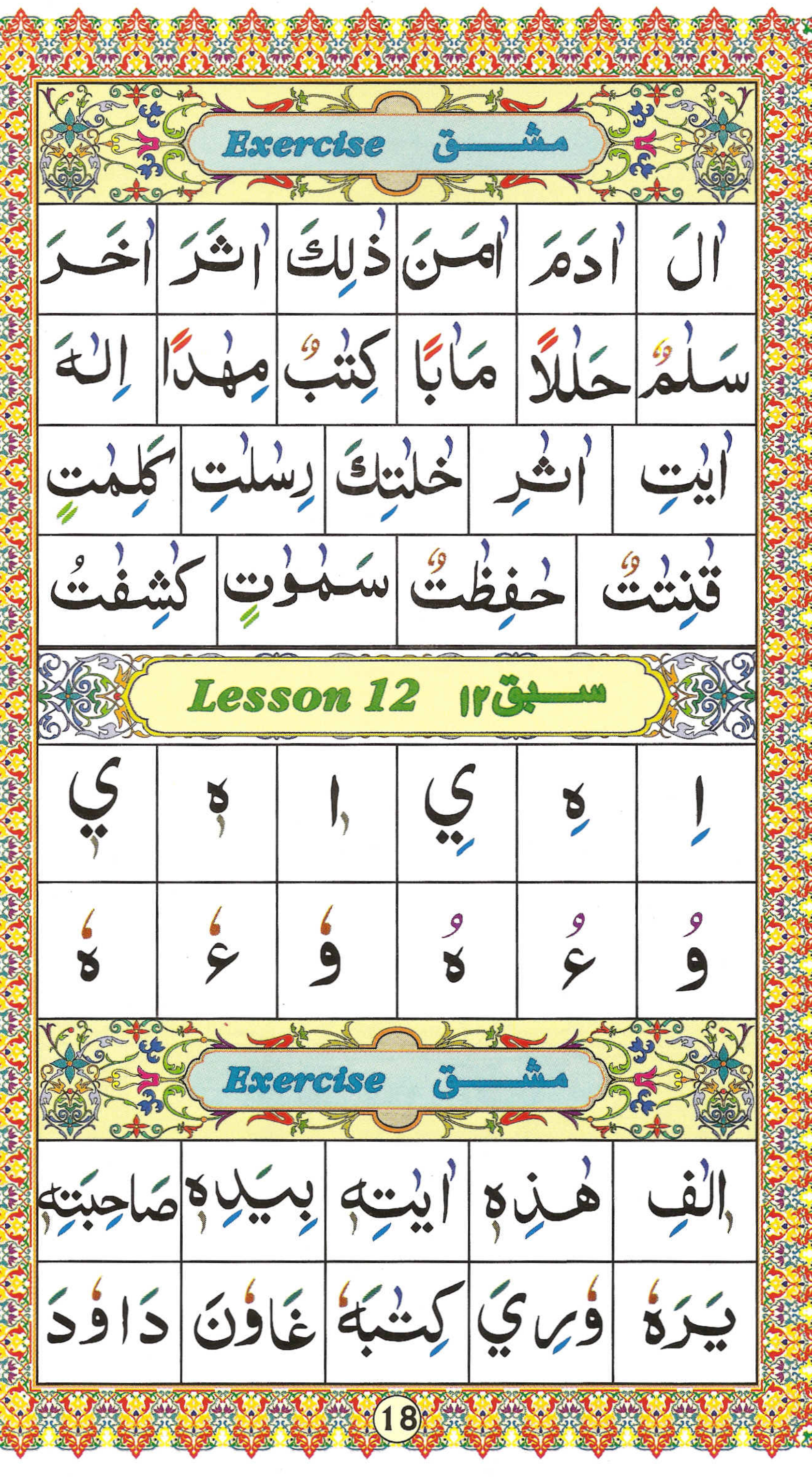
Exercise مشق

سُرُرٌ	أُذُنٌ	كُتُبٌ	رُسُلٌ	رَجُلٌ
جُدَدٌ	أَحَدٌ	قَسَمٌ	بَشَرٌ	سِنَةٌ
مَرَضٌ	حَرَجٌ	لَعِبٌ	حُرُمٌ	وَلَدٌ
غَبَرَةٌ	قَتَرَةٌ	شَجَرَةٌ	بَقَرَةٌ	

Lesson 10 سبق ۱۰

بَا	تَا	ثَا	جَا	حَا	خَا	دَا	ذَا	رَا	زَا
سَا	شَا	صَا	ضَا	طَا	ظَا	عَا	غَا	فَا	قَا
كَا	لَا	مَا	نَا	وَا	هَا	ءَا	يَا		


Exercise مشق
ذَاتَ خَافَ كَانَ قَالَ رَانَ تَابَ
عَادُ نَارًا هَادٍ مَالَكَ عَامٍ ثَوَابًا
اَفَاقَ يَخَافُ اَصَابَ جُنَاحَ كَوَاعِبَ
جَاعِلُ خَالِدًا ثُبَاتٍ كَاتِبُ غَاسِقٍ
عَابِدُ دَافِقٍ حَافِظُ مُطَاعٍ صَوَابًا
فَوَاكِهَ رَوَاسِيَ مَوَاخِرَ اَنَامِلَ
Lesson 11 سبق ۱۱
ا ا ب ب ت ت ج ج ح ح خ خ
ذ س ش ض ظ ع ف ق ل م و ي
17



Exercise مشق

اٰلَ	اٰدَمَ	اٰمَنَ	ذٰلِكَ	اٰثَرَ	اٰخَرَ
سَلٰمٌ	حَلٰلًا	مَاٰبًا	كِتٰبٌ	مِهٰدًا	اِلٰهَ

اٰيٰتِ	اٰثٰرِ	خُلٰتِكَ	رِسٰلٰتِ	كَلِمٰتٍ

قٰنِتٰتٌ	حٰفِظٰتٌ	سَمٰوٰتٍ	كٰشِفٰتُ

Lesson 12 سبق ١٢

اِ	هِ	يِ	اٖ	هٖ	يٖ
وُ	عُ	هُ	وٗ	ءٗ	هٗ

Exercise مشق

اِلٰفِ	هٰذِهٖ	اٰيٰتِهٖ	بِيَدِهٖ	صَاحِبَتِهٖ
يَرَهٗ	وٗرِيَ	كِتٰبَهٗ	غَاوٗنَ	دَاوٗدَ


Lesson 13 سبق ١٣
اَوْ بَوْ تَوْ ثَوْ جَوْ حَوْ خَوْ دَوْ
ذَوْ رَوْ زَوْ سَوْ شَوْ صَوْ ضَوْ طَوْ
ظَوْ عَوْ غَوْ فَوْ قَوْ كَوْ لَوْ مَوْ
نَوْ وَوْ ءَوْ هَوْ يَوْ
Exercise مشق
اَوْهَنَ تَوْبَةً حَوْلَهٗ خَوْفٍ رَوْحُ
زَوْجًا سَوْفَ غَوْرًا فَوْتَ يُقَوْمِ
كَوْثَرَ لَوْمَةً مَوْتِهَا نَوْمٌ هَوْنًا
يَوْمَ يَرَوْنَهَا يَوْمَئِذٍ اَوْتَادًا عَفَوْنَا
سَوْطَ قَوْلٌ لَوْحٍ صَوْمًا
19



Lesson 14 سبق ١٤

اُوْ	بُوْ	تُوْ	ثُوْ	جُوْ	حُوْ	خُوْ	دُوْ
ذُوْ	رُوْ	زُوْ	سُوْ	شُوْ	صُوْ	ضُوْ	طُوْ
ظُوْ	عُوْ	غُوْ	فُوْ	قُوْ	كُوْ	لُوْ	مُوْ
نُوْ	وُوْ	هُوْ	ءُوْ	يُوْ			

Exercise مشق

اُوْتِيَ	بُوْرِكَ	تُوْرُوْنَ	وُجُوْهٌ	حُوْرٌ
دُوْلَةً	لَذُوْ	زُوْرًا	يَسُوْمُوْنَ	صُوْرِ
وَطُوْرِ	اَعُوْذُ	تَفُوْرُ	يَقُوْلُوْنَ	تَكُوْنُ
مُوْقُوْفُوْنَ	نُوْحٌ	صَابِئُوْنَ	سَاهُوْنَ	
يُوْفُوْنَ	قُلُوْبٌ	شُهُوْدٌ	قُعُوْدٌ	شُبُوْرًا



Lesson 15 سبق ١٥

اَيْ بَيْ تَيْ ثَيْ جَيْ حَيْ خَيْ دَيْ

ذَيْ رَيْ زَيْ سَيْ شَيْ صَيْ ضَيْ طَيْ

ظَيْ عَيْ غَيْ فَيْ قَيْ كَيْ لَيْ مَيْ

نَيْ وَيْ هَيْ ئَيْ يَيْ

Exercise مشق

اَيْنَ بَيْتِ اٰتَيْنَا حَيْثُ خَيْرٌ بِدَيْنٍ

قُرَيْشٍ زَيْتُوْنٍ شَيْءٌ صَيْفِ ضَيْفِ

طَيْرًا عَيْنٌ غَيْرَ كَيْدًا يٰلَيْتَ مَيْتًا

وَيْلٌ بَنَيْنَا ضَيْقٍ رَيْبَ لَيْسَ

هَدَيْنَا هَيْهَاتَ عَيْنَيْنِ بَيْنَهُمَا


Lesson 16 سبق ۱۶
اِيْ بِيْ تِيْ ثِيْ جِيْ حِيْ خِيْ دِيْ
ذِيْ رِيْ زِيْ سِيْ شِيْ صِيْ ضِيْ طِيْ
ظِيْ عِيْ غِيْ فِيْ قِيْ كِيْ لِيْ مِيْ
نِيْ وِيْ هِيْ ءِيْ يِيْ
Exercise مشق
اِيْتُوْنِيْ مُبِيْنٍ يَتِيْمًا كَثِيْرًا مَجِيْدٌ
مُحِيْطٌ اَخِيْهِ نَذِيْرٌ كَرِيْمٌ تَجْزِيْ
يَسِيْرًا يَمْشِيْ بَصِيْرًا لَطِيْفٌ عَظِيْمٌ
عِيْنٌ وَغِيْضَ وَقِيْلَ اَكِيْدٌ عَلِيْمٌ
مِيْقَاتًا بَنِيْهِ اٰوِيْ شَهِيْدٌ لٰبِثِيْنَ
22


Lesson 17 سبق ١٧
اَنْ اِذْ اَمْ اِنْ بَلْ تُبْ خُذْ دَعْ
ذُقْ ذَرْنِيْ زِدْنِيْ سَلْ فَصُمْ عَنْ عِدْ
وَعِظْ قَدْ قُلْ قُمْ كَمْ لَكُمْ كُنْ كُلْ
لَمْ لَنْ مَنْ مِنْ هَبْ لِيْ فَهَلْ لَهُمْ
Exercise مشق
اِدْفَعْ اِذْهَبْ اَنْزِلْ اَمْهِلْ اَلْقَتْ
اَتْمِمْ اَمْسِكْ اِصْبِرْ اُرْكُضْ اَحْسِنْ
يَغْفِرْ تَسْمَعْ زِلْتُمْ قُلْتُمْ
يُعْظِمْ اَقْتُلْ يُدْخِلْكُمْ
نَقْصُصْ لَكُنْتُمْ طِبْتُمْ
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قَوْمِيْ اَيْدِيْ رُوْحِيْ دِيْنِيْ كَيْدِيْ ضَيْفِيْ

تَدْعُوْ يَرْجُوْ تَتْلُوْ نَبْلُوْكُمْ يَعْفُوْ

اَنْتَ لَسْتَ بَطْشُ بَعْدُ نَحْنُ

اَخْرِجْ اَرْسَلَ نَعْبُدُ اَلْهَمَ رَفَعْنَا

يَحْسَبُ يُوَسْوِسُ اَغْطَشَ فَرَغْتَ

اَلْحَمْدُ اَنْعَمْتَ اَعْطَيْنٰكَ اَنْزَلْنٰهُ

يَشْهَدُ تَرْهَقُ تَعْرِفُ اُقْسِمُ يَشْرَبُ

نُصِبَتْ سُطِحَتْ اَثَرْنَ وَسَطْنَ بِاِذْنِ

سَيَعْلَمُوْنَ يَسْتَوْفُوْنَ يَنْظُرُوْنَ

خُسْرٍ	عَدْنٍ	فَصْلٌ	حَبْلٌ	أَجْرٌ

تَضْلِيلٍ	مَقْرَبَةٍ	مَتْرَبَةٍ	مَسْغَبَةٍ
مَرْفُوْعَةٍ	تَكْذِيبٍ	تَقْوِيمٍ	صِدْقٍ

نَقْعًا	صُبْحًا	قَدْحًا	مَجْنُوْنٍ	مَشْهُوْدٍ
أَفْوَاجًا	أَتْرَابًا	أَعْنَابًا	أَشْتَاتًا	أَلْبَابًا

Lesson 18 سبق ١٨

أَغْنٰى	فَهَدٰى	أَوٰى	إِلٰى	عَلٰى

مِنَ الْأُوْلٰى	مِائَةَ وَّأَنَا	تَرْضٰى	يَحْيٰى
بِالْغَيْبِ	مَا الْقَارِعَةُ	أَمَنُوْا	رَضُوْا

NOTE : IN LESSON 18 EXPLAIN THE LETTERS THAT SHOULD NOT BE READ/ PRONOUNCED.



أُولٰٓئِكَ	هٰٓؤُلَآءِ	فَانْصَبْ	وَانْحَرْ	أَنَا
بَشَرٌ	طُوًى	هُدًى	صَلٰوةً	زَكٰوةً
مُؤْصَدَةٌ	شَأْنٌ	يَأْمُرُكُمْ	يُؤْمِنُ	
تُؤْثِرُوْنَ	تَأْكُلُوْنَ	يُؤْتَوْنَ		

Lesson 19 سبق ١٩

يَأْتِكُمْ	وَأْمُرْ	تَأْتِيْهِمْ	مَأْوٰهُمْ	كَأْسًا
يَأْبَ	نَأْتِ	قَرَأْتَ	بَأْسٍ	مَأْكُوْلٍ

فَخُذُوْهُ وَمَا نَهٰكُمْ عَنْهُ فَانْتَهُوْا

وَإِذْ قَالَ إِبْرَاهِيْمُ لِأَبِيْهِ آزَرَ

NOTE : EXPLAIN HOW THE HAMZA WITH A JAZAM ON TOP SHOULD BE READ. THE ALIF WHICH HAS A JAZAM ON TOP IS KNOWN AS A HAMZA AND SHOULD BE READ WITH A SLIGHT TWITCH.


Lesson 20 سبق ٢٠
رَبْ بَ = رَبَّ
اِنْ نَ = اِنَّ
ثُمْ مَ = ثُمَّ
عَمَّ ثُمَّ مَنَّ مَدَّ قَلَّ حَجَّ اَنَّ
تَبَّ ظَنَّ صَبَّ مِمَّ اَيِّ شَرِّ صَلِّ
حُبًّا جَمًّا دَكًّا شَقًّا صَفًّا حَقٌّ حِلٌّ
اُمٌّ كُلٌّ رَبٌّ غَمٍّ غَلٍّ ظِلٍّ ضُرٍّ
Lesson 21 سبق ٢١
اَلَّا بَلَّا كَلَّا اِلَّا اِيَّاكَ مِنَّا اِنَّا
اَنّٰى حَتّٰى عَنِّيْ مِنِّيْ اِنِّيْ رَبِّيْ اَتِّيْ
لَشَتّٰى صَلّٰى جَلّٰهَا زَكّٰهَا اَنَاسِيَّ
اَللّٰهُ رَبَّنَا فَلَمَّا اِنَّمَا اَيُّهَا يُقَدِّرُ
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Exercise مشق

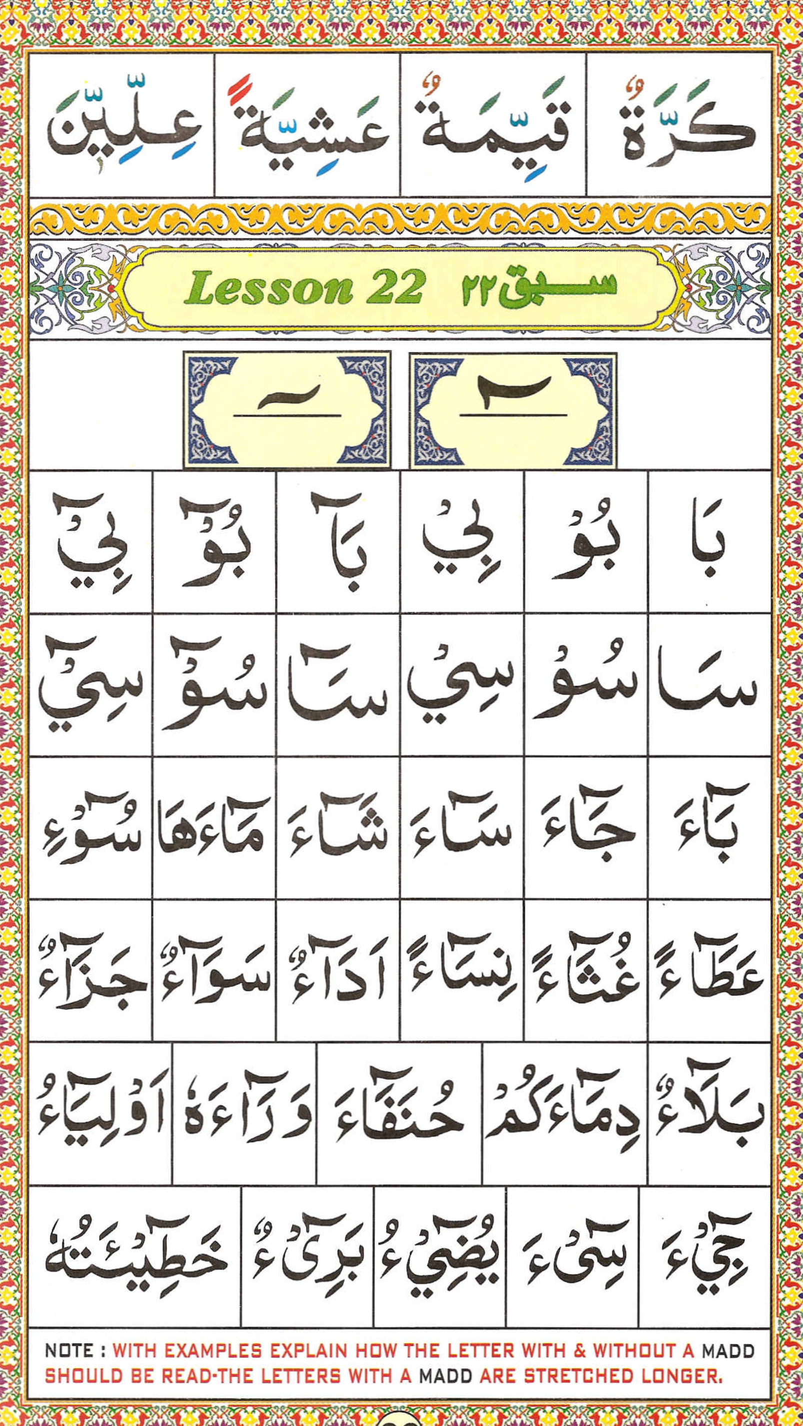
صَدَّقَ	قَدَّرَ	كَذَّبَ	وَدَّعَكَ	عَلَّمَ
حُصِّلَ	مِلَّةَ	ثُوِّبَ	تَبَّتْ	هَمَّتْ
اِنَّمَا	كُنَّا	اِنَّهَا	لَعَلَّ	فِيْهِنَّ

تَقَبَّلْ	كَذَّبَتْ	زُوِّجَتْ	عُطِّلَتْ

يَمُدُّ	يَدُعُّ	يَظُنُّ	يَحُضُّ	يَفِرُّ

يُكَذِّبُ	تُحَدِّثُ	نُيَسِّرُ	نُقَدِّسُ

يَخْتَصُّ	يُبَيِّنُ	مُتُّمْ	بِاَنَّهُمْ	مُصَلِّيْنَ
مُتَّقِيْنَ	مُنْفَكِّيْنَ	خَفَّتْ	مُدَّتْ	حُقَّتْ
تَخَلَّتْ	وَالنَّاسِ	خَنَّاسِ	جَنَّةٍ	قُوَّةٍ



كَرَّةٌ	قَيِّمَةٌ	عَشِيَّةً	عِلِّيِّنَ

Lesson 22 سبق ٢٢

ـٓ — ٓ

بَا	بُو	بِي	بَآ	بُوٓ	بِيٓ
سَا	سُو	سِي	سَآ	سُوٓ	سِيٓ
بَآءَ	جَآءَ	سَآءَ	شَآءَ	مَآءَهَا	سُوٓءِ
عَطَآءً	غُثَآءً	نِسَآءً	اَدَآءُ	سَوَآءٌ	جَزَآءُ

بَلَآءُ	دِمَآءَكُمْ	حُنَفَآءَ	وَرَآءَهٗ	اَوْلِيَآءُ

جِيْٓءَ	سِيْٓءَ	يُضِيْٓءُ	بَرِيْٓءٌ	خَطِيْٓئَتُهٗ

NOTE : WITH EXAMPLES EXPLAIN HOW THE LETTER WITH & WITHOUT A MADD SHOULD BE READ-THE LETTERS WITH A MADD ARE STRETCHED LONGER.



مَلٰٓئِكَةُ	يٰٓاٰدَمُ	كَبٰٓئِرَ	لَآ اِلٰهَ اِلَّآ اَنْتَ
جَآءُوْكَ	اٰلَآءِ	آٰلْئٰنَ	بَآءُوْا

Lesson 23 سبق ۲۳

ضَآلًّا	حَآجَّكَ	دَآبَّةٍ	رَآدُّكَ	خَآصَّةً
كَآفَّةً	بِضَآرِّهِمْ	تَحٰٓضُّوْنَ	جَآنٌّ	
اٰمِّيْنَ	ظَآنِّيْنَ	ضَآلِّيْنَ	اَللّٰهُ	

Lesson 24 سبق ۲۴

عَمَّ	عَمَّا	فِيْمَ	فِيْمَا	مِمَّ	مِمَّا
كَانَ	كَانَا	اِنَّ	اِنَّا	ظَنَّ	ظَنَّا

NOTE : IT SHOULD BE EMPHASISED THAT THE ALIF AT THE END OF THE WORD SHOULD BE CLEARLY PRONOUNCED.



تَابَا	قَالَا	كُلَا	لِيَكُوْنَا	فَقُوْلَا	رَسُوْلَا

اِذْهَبَا	شِئْتُمَا	فَلَاتَقْرَبَا	اَطَاعُوْنَا

Lesson 25 سبق ۲۵

رَسُوْلٌ مِّنَ اللّٰهِ	كِتَابٌ مُّبِيْنٌ	خَيْرٌ مِّنْهُ

بِحِجَارَةٍ مِّنْ سِجِّيْلٍ	لَوْحٍ مَّحْفُوْظٍ

صُحُفًا مُّطَهَّرَةً	وَقُوْلُوْا لَهُمْ قَوْلًا

مَّعْرُوْفًا	مَتَاعًا لَّكُمْ	خَيْرٌ لِّاَنْفُسِهِمْ

جَنّٰتٍ لَّهُمْ	زَبَدًا رَّابِيًا	غَفُوْرٌ رَّحِيْمٌ

عِيْشَةٍ رَّاضِيَةٍ

لَآ اِلٰهَ اِلَّا اللّٰهُ مُحَمَّدٌ رَّسُوْلُ اللّٰهِ



Lesson 26 سبق ۲۶

مِنْ مَّآءٍ	مِنْ مِّثْلِهٖ	وَاِنْ مِّنْ شَيْءٍ
مِنْ لَّدُنْهُ	لَمْ يَكُنْ لَّهٗ	اَنْ لَّمْ يَرَهٗ

مِنْ رَّبِّكَ	مَنْ رَّحِمَ	اَنْ رَّاٰهُ	قُلْ
رَّبِّ	زِدْنِىْ عِلْمًا	بَلْ رَّفَعَ	عَابِدٌ

مَّا عَبَدْتُّمْ	وَجَدْتُّمْ	وَعَدْتَّهُمْ
وَاِنْ عُدْتُّمْ	كِدْتَّ	وَارْكَبْ مَّعَنَا

Lesson 27 سبق ۲۷

حَبًّا وَّنَبَاتًا	وَلِيًّا وَّلَا نَصِيْرًا	اِيْمَانًا
وَّقَالُوْا	اِلٰهٌ وَّاحِدٌ	مَالٌ وَّلَا بَنُوْنَ



يَوْمَئِذٍ وَّاجِفَةٌ	اَفَمَنْ وَّعَدْنَا	شَرًّا يَّرَهٗ
خَيْرًا يَّرَهٗ	وَيْلٌ يَّوْمَئِذٍ	يَوْمَئِذٍ يَّصْدُرُ

النَّاسُ	دَافِقٍ يَّخْرُجُ	اَنْ يَّشَآءَ	فَمَنْ

يَّعْمَلْ	اِنْ يَّنْصُرْكُمْ	وَاِنْ يُّرِيْدُوْا

Lesson 28 سبق ۲۸

مِنْۢ بَعْدِ	بِالْجُنُبِ	لَيُنْۢبَذَنَّ	ذَنْۢبٍ
اَنْۢبِيَاءَ	مَنْۢ بَخِلَ	مِنْۢ بَيْنِ	اَنْۢبَتْنَا

لَنَسْفَعًاۢ بِالنَّاصِيَةِ	خَبِيْرٌۢ بِمَا تَعْمَلُوْنَ

اَبَدًاۢ بِمَا	عَلِيْمٌۢ بِهٖ	سَوَآءٍۢ بَيْنَنَا

Lesson 29 سبق ۲۹

قَدِيْرُ الَّذِيْ	لُمَزَةِ الَّذِيْ	نُوْحُ ابْنَهٗ

خَيْرَا الْوَصِيَّةُ	شَيْئًا اتَّخَذَهَا

اَعُوْذُ بِاللّٰهِ مِنَ الشَّيْطَانِ الرَّجِيْمِ ○

قُلْ هُوَاللّٰهُ اَحَدٌ ○ مِنْ خَوْفٍ ○ وَجَنّٰتٍ

اَلْفَافًا ○ اِذَا حَسَدَ ○ لِمَا يُرِيْدُ ○ بِاَصْحٰبِ

الْفِيْلِ ○ اَبِيْ لَهَبٍ وَّتَبَّ ○ لِمَنْ خَشِيَ رَبَّهٗ ○

لِتَعْجَلَ بِهٖ ○ اِنَّهٗ كَانَ تَوَّابًا ○ وَشَاهِدٍ وَّ

مَشْهُوْدٍ ○ مِنْهُمْ تُقٰىةً ۚ ذُرِّيَّةً طَيِّبَةً ۚ

NOTE : IT SHOULD BE EXPLAINED TO THE CHILDREN THE WAY IN WHICH ONE SHOULD STOP AT THE END OF THE WORD & THE SOUNDING OF THE LAST LETTER.

اَصْحٰبَ الْقَرْيَةِ ۘ سَبْعَ سَمٰوٰتٍ ۘ مَا الْعَقَبَةُ

فَاسْتَبِقُوا الْخَيْرَاتِ ۘ وَيُرْبِي الصَّدَقَاتِ ۘ

بِالْوَادِ الْمُقَدَّسِ طُوًى ۘ يَتْبَعُهَآ اَذًى ۘ

وَنِسَآءٌ ۘ لَيْسُوْا سَوَآءً ۘ اَخَاهُمْ صَالِحًا ۘ

نَارٌ حَامِيَةٌ ۝ كُتُبٌ قَيِّمَةٌ ۝ اِلَّا هُوَ ۘ

اَعْمَالَهُمْ ۝ اَوْحٰى لَهَا ۝ مَنْ دَسّٰهَا ۝

اِذَا صَلّٰى ۝ لَشَتّٰى ۝ جَنّٰتِيْ ۝ اِذَا يَسْرِ ۝

وَتَوَاصَوْا بِالصَّبْرِ ۝ حَتّٰى مَطْلَعِ الْفَجْرِ ۝

اَبَابِيْلَ ۝ تَرْمِيْهِمْ ـ اَفْوَاجًا ۝ فَسَبِّحْ ـ

وَالْفَجْرِ ۝ وَلَيَالٍ ـ يَوْمَئِذٍ وَّاجِفَةٌ ۝

اَبۡصَارُهَا خَاشِعَةٌ ۝ كَيۡدًا ۝ وَّاَكِيۡدُ ۔

فِى الۡعُقَدِ ۝ وَالتِّيۡنِ ۝ مَا الطَّارِقُ ۝

النَّجۡمُ الثَّاقِبُ ۝ اَمۡرٍ ۝ سَلٰمٌ ۝ قف

وَسَلَامٌ عَلَى الۡمُرۡسَلِيۡنَ ۝ ج

وَالۡحَمۡدُ لِلّٰهِ رَبِّ الۡعٰلَمِيۡنَ ۝ ع

تَمَّتۡ

كٓهٰيٰعٓصٓ	الٓمّٓرٰ	الٓرٰ	الٓمّٓصٓ	الٓمّٓ

حٰمٓ	صٓ	يٰسٓ	طٰسٓ	طٰسٓمّٓ	طٰهٰ

	نٓ	قٓ	عٓسٓقٓ	حٰمٓ	

NOTE : IT IS A VIRTUE TO MEMORISE THE HUROOF-E-MU-QAT-TA-AAT,



FIRST KALIMAH TAYYIBAH پہلا کلمہ طیب
(CODE OF UNITY)

لَآ اِلٰهَ اِلَّا اللّٰهُ مُحَمَّدٌ رَّسُوْلُ اللّٰهِ ○

Laa Ilaaha IllAllahu Muhammadur Rasulullaah

There is none worthy of worship besides Allah; Muhammad ﷺ is the messenger of Allah.

SECOND KALIMAH SHAHAADAT دوسرا کلمہ شہادت
(CODE OF TESTIMONY)

اَشْهَدُ اَنْ لَّآ اِلٰهَ اِلَّا اللّٰهُ وَحْدَهٗ لَا شَرِيْكَ لَهٗ
وَاَشْهَدُ اَنَّ مُحَمَّدًا عَبْدُهٗ وَرَسُوْلُهٗ

Ashhadu allaa ilaaha illal laahu wahdahu laa shareekalahu wa ashhadu anna Muhammadan abduhu wa rasuluhu

I bear witness that there is none worthy of worship besides Allah. He is alone. He has no partner, and I bear witness that Muhammad ﷺ is His servant and messenger.

THIRD KALIMAH TAMJEED تیسرا کلمہ تمجید
(CODE OF UNITY OF GLORIFICATION OF ALLAH)

سُبْحَانَ اللّٰهِ وَالْحَمْدُ لِلّٰهِ وَلَآ اِلٰهَ اِلَّا اللّٰهُ وَاللّٰهُ اَكْبَرُ
وَلَا حَوْلَ وَلَا قُوَّةَ اِلَّا بِاللّٰهِ الْعَلِيِّ الْعَظِيْمِ ○

Subhaanal laahi wal hamdu lillaahi wa laa ilaaha illal laahu wAllahu akbar wa laa hawla walaa Quwwata illaaa billaa hil Aliyyil Azeem

Glory be to Allah, and all praise be to Allah. There is none worthy of worship besides Allah and Allah is the Greatest. There is no power and might except from Allah, The Most High, The Great.

FOURTH KALIMAH TAUHEED چوتھا کلمہ توحید

(CODE OF UNITY OF ONENESS OF ALLAH)

لَآ اِلٰهَ اِلَّا اللّٰهُ وَحْدَهٗ لَا شَرِيْكَ لَهٗ لَهُ الْمُلْكُ وَلَهُ الْحَمْدُ يُحْيٖ وَيُمِيْتُ وَهُوَ حَيٌّ لَّا يَمُوْتُ اَبَدًا اَبَدًا ؕ ذُو الْجَلَالِ وَالْاِكْرَامِ ؕ بِيَدِهِ الْخَيْرُ ؕ وَهُوَ عَلٰى كُلِّ شَیْءٍ قَدِيْرٌ ؕ

Laa ilaaha illAllahu wahdahu laa shareekalahu lahul mulku wa lahul hamdu yuhyee wa yumeetu wa huwa hayyun, la yamuto abadan abada. Zuljalaale wal Ikraame bi yadihil khair wa huwa 'alaa kulli shayien qadeer

There is none worthy of worship besides Allah who is alone. He has no partner. For Him is the Kingdom, and for Him is all praise. He gives life and causes death. He is Everlasting, He will never die, He is Majestic and Benevolent. In His hand is all good. And He has power over everything.

FIFTH KALIMAH ASTAGHFAR پنجم کلمہ استغفار

اَسْتَغْفِرُ اللّٰهَ رَبِّیْ مِنْ كُلِّ ذَنْۢبٍ اَذْنَبْتُهٗ عَمَدًا اَوْ خَطَأً سِرًّا اَوْ عَلَانِيَةً وَّاَتُوْبُ اِلَيْهِ مِنَ الذَّنْۢبِ الَّذِیْۤ اَعْلَمُ وَمِنَ الذَّنْۢبِ الَّذِیْ لَآ اَعْلَمُ ؕ اِنَّكَ اَنْتَ عَلَّامُ الْغُيُوْبِ وَسَتَّارُ الْعُيُوْبِ وَغَفَّارُ الذُّنُوْبِ وَلَا حَوْلَ وَ لَا قُوَّةَ اِلَّا بِاللّٰهِ الْعَلِیِّ الْعَظِيْمِ ؕ

Astaghfirullaaha rabbi min kulli zanbin aznabtuhu 'amadan aw khata an sirran aw 'alaaniyyatan wa atoobu ilaihe minaz zanbil lazi a'alamu wa minaz zambil lazi la a'alamu innaka anta allaamul gyoobi wa sattaarul 'uyoobi wa ghaffaruz zunoobi wa laa hawla walaa Quwwata illaa billaahil 'Aliyyil Azeem

I seek forgiveness from Allah, my Lord, for every sin I have committed deliberately or in error, secretly or in public. And I repent before Him for the sin I know of and for the sin I do not know of Indeed! You are the Knower of the thing unseen, and the Councillor of shortcomings and the Forgiver of sins, And there is no power and might except from Allah, the Most High, the Great.

SIXTH KALIMAH RADDE KUFR ششم کلمہ ردِ کفر

(CODE OF NULLIFICATION OF DISBELIEF)

اَللّٰهُمَّ اِنِّیْۤ اَعُوْذُ بِكَ مِنْ اَنْ اُشْرِكَ بِكَ شَیْـًٔا
وَّاَنَا اَعْلَمُ بِهٖ وَاَسْتَغْفِرُكَ لِمَا لَاۤ اَعْلَمُ بِهٖ تُبْتُ عَنْهُ وَ
تَبَرَّاْتُ مِنَ الْكُفْرِ وَالشِّرْكِ وَالْكِذْبِ وَالْغِیْبَةِ وَالْبِدْ
عَةِ وَالنَّمِیْمَةِ وَالْفَوَاحِشِ وَالْبُهْتَانِ وَالْمَعَاصِیْ كُلِّهَا
وَاَسْلَمْتُ وَاَقُوْلُ لَاۤ اِلٰهَ اِلَّا اللّٰهُ مُحَمَّدٌ رَّسُوْلُ اللّٰهِ ؕ

Allah humma innee a'oozu bika min an ushrika bika shay'awn wa ana a'alamu bihi wa astaghfiruka limaa laa a'alamu bihi tubtu 'anhu wa tabarratu minal kufri wash shirki wal kizbi wal ghibate wal bidate wal namimate wal fawahishe wal buhtaane wal ma'aasi kullihaa wa aslamtu wa aqulu laa Ilaaha illal laahu Muhammadur Rasulullah

O Allah, Surely I do seek refuge in You from knowingly associating any partner with You knowingly; I beg Your forgiveness for the sin from which I am not aware of; I repent it and I declare myself free of infidelity, polytheism (associating any partner with Allah) telling lies and all other sins. I accept Islaam and believe and declare that there is none worthy of worship besides Allah and Muhammad ﷺ is the messenger of Allah.



IMAANE MUFASSAL

(ARTICLES FAITH)

آمَنْتُ بِاللّٰهِ وَمَلٰٓئِكَتِهٖ وَكُتُبِهٖ وَرُسُلِهٖ وَالْيَوْمِ الْاٰخِرِ وَالْقَدْرِ
خَيْرِهٖ وَشَرِّهٖ مِنَ اللّٰهِ تَعَالٰى وَالْبَعْثِ بَعْدَ الْمَوْتِ ۝

Aamantu billaahi wa malaa'ikatihi wa kutubihi wa rusulihi wal yawmil aakhiri wal qadri khairihi wa sharrihi minal laahi ta, aala wal ba'athi b'adal mawt.

I believe in Allah and in His Angels and in His books and in His Messengers and in the last day and in fate that everything, good or bad is decided by Allah, the Almighty and in the life after death.



IMAANE MUJMAL

(FAITH CONCISE FORM)

آمَنْتُ بِاللّٰهِ كَمَا هُوَ بِاَسْمَآئِهٖ وَصِفَاتِهٖ وَقَبِلْتُ جَمِيْعَ اَحْكَامِهٖ اِقْرَارٌ
بِاللِّسَانِ وَتَصْدِيْقٌ بِالْقَلْبِ ۝

Aamantu billaahi kamaa huwa bi asmaa'ihi wa sifaatihi wa qabiltu jamee'a ahkaamihi. Iqrarun bil-lisani wa tasdiqum bilqalbi.

I believe in Allah (as He is) with all His names and Attributes and I accept all His commands. I accept verbally and endorse this truth from core of my heart.

TASBIHAT-I-SALAAT



THANA ثناء

سُبْحٰنَكَ اللّٰهُمَّ وَبِحَمْدِكَ وَتَبَارَكَ اسْمُكَ وَتَعَالٰى جَدُّكَ

وَلَآ اِلٰهَ غَيْرُكَ ○

Subhanak allahumma wa bihamdika
wa tabarakasmuka wa ta'ala jadduka wa lailaha
ghairuka

All Glory be to you O Allah! and praise be to you;
Blessed is Your name and Exalted is Your Majesty,
and there is none worthy of worship besides You.

RUKU رکوع

سُبْحَانَ رَبِّیَ الْعَظِيْمِ ○

Subhana rabbiyal azîme

How Glorious is my Lord the Great!

TASMEE تسمیع

سَمِعَ اللّٰهُ لِمَنْ حَمِدَهٗ ○

Sami-allahu liman hamidah

Allah has listened to him who has praised Him.

TAHMEED تحمید

رَبَّنَا لَكَ الْحَمْدُ ○

Rab-ba-naa la-kal hamd.

O Our Lord! Praise be to You.

SAJDAH سجدہ

سُبْحَانَ رَبِّیَ الْاَعْلٰى ○

Subhana ribbiyal a'ala

All Glory be to my Lord, the Highest of all.

TASHAHHUD تشہد

اَلتَّحِيَّاتُ لِلّٰهِ وَالصَّلَوٰتُ وَالطَّيِّبٰتُ اَلسَّلَامُ عَلَيْكَ اَيُّهَا النَّبِيُّ وَرَحْمَةُ اللّٰهِ وَبَرَكَاتُهٗ اَلسَّلَامُ عَلَيْنَا وَعَلٰى عِبَادِ اللّٰهِ الصَّالِحِيْنَ ۝ اَشْهَدُ اَنْ لَّآ اِلٰهَ اِلَّا اللّٰهُ وَاَشْهَدُ اَنَّ مُحَمَّدًا عَبْدُهٗ وَرَسُوْلُهٗ ۝

At-tahiyatu lillahi was-salawatu wat-taiyibatu as salamu 'alaika aiyohan-nabio wa rahmatul-lahi wa barakatuhu as-salamu alina wa'ala ibadillahis-salihin, ashhadual-lailaha illallahu wa ashhadu anna muhammadan abduhu warasuluhu.

All reverence, all worship, all sanctity are due to Allah Peace be upon you O Prophet! And the Mercy of Allah and His Blessings. Peace be upon us and all the righteous servants of Allah. I bear witness that none is worthy of worship besides Allah and Muhammad ﷺ is His devotee and Messenger.

DUROOD SHAREEF درود شریف

اَللّٰهُمَّ صَلِّ عَلٰى مُحَمَّدٍ وَّعَلٰٓى اٰلِ مُحَمَّدٍ كَمَا صَلَّيْتَ عَلٰٓى اِبْرٰهِيْمَ وَعَلٰٓى اٰلِ اِبْرٰهِيْمَ اِنَّكَ حَمِيْدٌ مَّجِيْدٌ ۝

Allahumma Salli'ala Muhammadin wa'ala aali Muhammadin kama sllaita'ala ibrahima wa'ala aali ibrahima innaka hamidum majid.

O Allah! Shower Your mercy upon Muhammad ﷺ and the followers of Muhammad ﷺ as You showered Your mercy upon Ibraheem عليه السلام and the followers of Ibraheem عليه السلام Verily, You are praiseworthy, glorious.

اَللّٰهُمَّ بَارِكْ عَلٰى مُحَمَّدٍ وَّعَلٰٓى اٰلِ مُحَمَّدٍ كَمَا بَارَكْتَ عَلٰٓى اِبْرٰهِيْمَ وَعَلٰٓى اٰلِ اِبْرٰهِيْمَ اِنَّكَ حَمِيْدٌ مَّجِيْدٌ ○

Allahumma barik 'ala muhammadin wa ala aali muhammadin. kama barakta ala ibrahima wa'ala aali ibrahima innaka hamidum majid.

O Allah! Shower Your mercy upon Muhammad ﷺ and the followers of Muhammad ﷺ as You showered Your mercy upon Ibraheem عليه السلام and the followers of Ibraheem عليه السلام Verily, You are praiseworthy, glorious.

THE DU'A AFTER DUROOD درود شریف کے بعد کی دعا

رَبِّ اجْعَلْنِىْ مُقِيْمَ الصَّلٰوةِ وَمِنْ ذُرِّيَّتِىْ ۖ رَبَّنَا وَتَقَبَّلْ دُعَآءِ ○ رَبَّنَا اغْفِرْ لِىْ وَلِوَالِدَىَّ وَلِلْمُؤْمِنِيْنَ يَوْمَ يَقُوْمُ الْحِسَابُ ○

Rabbij-Alni muqimas-salate wa min zurriyati, Rabbana wa taqabbal dua. Rabbanagh firli Wa liwalidayya wa lil mu'mineena yauma yaqoomul hisab.

Our Lord! Make me and my children steadfast in prayer; Our Lord! Accept the prayer. Our Lord! Forgive me. And my parents and believers on the day of judgement.

SALAAM سلام

اَلسَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللّٰهِ

As salamo alaikum wa rahmatullah

Peace be upon you and the Mercy of Allah

اَللّٰهُمَّ اِنَّا نَسْتَعِيْنُكَ وَنَسْتَغْفِرُكَ وَنُؤْمِنُ بِكَ وَنَتَوَكَّلُ
عَلَيْكَ وَنُثْنِيْ عَلَيْكَ الْخَيْرَ وَنَشْكُرُكَ وَلَا
نَكْفُرُكَ وَنَخْلَعُ وَنَتْرُكُ مَنْ يَّفْجُرُكَ اَللّٰهُمَّ
اِيَّاكَ نَعْبُدُ وَلَكَ نُصَلِّيْ وَنَسْجُدُ وَاِلَيْكَ نَسْعٰى
وَنَحْفِدُ وَنَرْجُوْا رَحْمَتَكَ وَنَخْشٰى عَذَابَكَ اِنَّ
عَذَابَكَ بِالْكُفَّارِ مُلْحِقٌ ۝

Allahumma inna nasta'inuka wanastaghfiruka
wanuminu bika wanata wakkalu alaika wa nusni
alaikalkhairu wa nashkuruka wala nakfuruka wa
nakhlau wa natruku main-yafjuruka allahumma
iyyaka na'budu walaka nusalli wa-nasjudu
wa-ilaika nas'a wa-nahfidu wa narju rahmataka
wa nakhsha 'azabaka inna 'azabaka
bil-kuffari mulhiq.

(O Allah! We beseech Your help and we ask Your pardon and we believe in You, and we put our trust in You and we praise You in the best manner and we thank You and we are not ungrateful to You and we cast off and leave one who disobeys You. O Allah! You alone we serve and to You do we pray and we prostrate and to You do we flee and we are quick and we hope for Your mercy and we fear Your punishment. No doubt Your punishment overtakes the unbelievers.

THE PROCEDURE OF MAKING WUDHU

1. To wash one's hands, face and feet, etc. before performing NAMAAZ is called WUDHU or ABLUTION. No Namaaz is accepted without Wudhu.

2. One should sit on a high, and clean place to perform Wudhu. Face the direction of the Holy KA'BA Sharif if possible.

DUAA BEFORE COMMENCING WUDHU



3. Using ***Tahir*** (clean) water ***first*** wash ***both*** the ***hands*** upto the ***wrists three*** times.





4. Use a ***Miswaak*** for cleaning the teeth and then ***gargle*** the mouth ***three*** times.

   * It is ***Sunnat*** to make ***Miswaak*** during ***Wudhu***



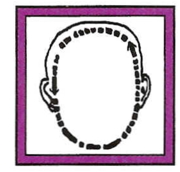
5. Thereafter take water upto the ***nostrils three*** times with the ***right*** hand and clean the nose with the ***left*** hand.





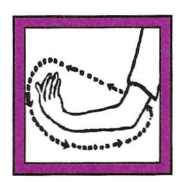
6. Then wash your ***face three*** times. Wash from the hairy part of the forehead to below the chin and from one ear lobe to the other.



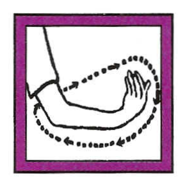


7. Then make ***Khilal*** of the ***beard.***

8. Thereafter wash the ***right hand including*** the ***elbows three*** times.

9. Then wash the ***left hand including*** the ***elbows*** thrice.



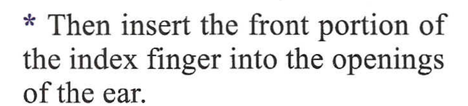

10. Then make ***Khilal*** of the ***Fingers.***

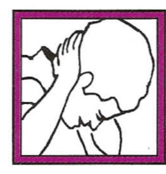



11. Thereafter with the hands and pass them over the head, ears and nape. This must be done once only. It is known as ***Masah.***

MASAH [wet the hands & fingers] * keep ***three*** fingers of each hand together (middle finger, ring finger and little finger).* keep thumb and index finger raised (away). *keep thumb, index finger and palm away from the head. Pass the three fingers from the forehead to the upper portion of the nape. * Then place the palm on the sides of the head and bring forward to forehead







* Then insert the front portion of the index finger into the openings of the ear.



* Then make Masah behind the ears with the inner part of the thumb.

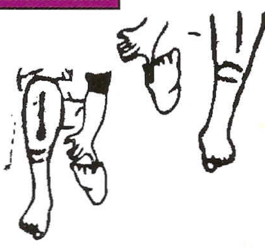


* Make Masah of the nape with the back of the middle finger, ring finger and little finger.

12. Then wash ***both*** the ***feet including*** the ***ankles three*** times. First the ***right*** and then the ***left*** foot.







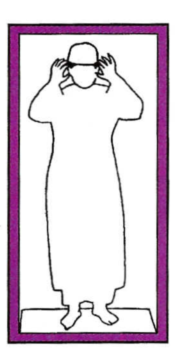
* First wash the ***right foot*** then make ***khilal*** including the ankle and of the ***toes.***
* Then wash the ***left foot*** then make ***khilal*** including the ankle and of the ***toes.***

PERFORM SALAH CORRECTLY

When you begin the Salah:

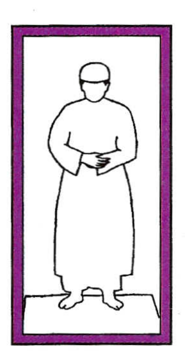
1. Make ***Niyyah*** or intention in your heart to the effect that you are offering such and such ***Salah.*** It is not necessary to say the words or the ***Niyyah*** verbally.

2. Raise your hands up to your ears in a way that palms face ***Qiblah*** and the ends of the thumbs either touch the lobes of the ears or come parallel to them. The rest of the fingers stay straight pointing upwards. There are some who would tend to turn the direction of their palms towards their ears rather than having them face the ***Qiblah.***



   There are some others who almost cover their ears with their hands. There are still others who would make a faint symbolic gesture without raising their hands fully upto the ears. Some others grip the lobes of their ears with their hands. All these practices are incorrect and contrary to Sunnah. These should be abandoned.

3. While raising your hands in the manner stated above, say: اَللّٰهُ اَكْبَرُ ***Allah-akbar.*** Then using the thumb and the little finger of your right hand, make a circle round the wrist of your left hand and hold it. You should then spread out the three remaining finger of your. Right hand on the neck of your left hand so that these fingers face the elbow.



4. Placing both hands slightly below the navel, fold them as explained above.

When you are standing:

1. If you are making your *Salaat* alone, or leading it as Imam you first recite *thana':* سُبْحٰنَكَ اللّٰهُمَّ then *Surah al-Fatiha,* then some other *Surah.* If you are behind an Imam, you only recite *Thana:* سُبْحٰنَكَ اللّٰهُمَّ and then stand silent listening attentively to the recitation of the Imam. If the Imam's recitation is not loud enough for you to hear, you should be thinking of *Surah al-Fatihah* using your heart and mind without moving your tongue.

2. When you are reciting yourself, it is better that you, while reciting *Surah al-Fatihah,* stop at every verse and break your breath. Recite the next verse in a single breath. For example, break your breath at اَلْحَمْدُ لِلّٰهِ رَبِّ الْعٰلَمِيْنَ then on الرَّحْمٰنِ الرَّحِيْمِ then on. مٰلِكِ يَوْمِ الدِّيْنِ Recite the whole *Surah al-Fatihah* in this manner. But, there is no harm if, during recitation that follows, more than one verse has been recited in a single breath.

3. Do not move any part of your body without the need. In peace the more, the better. If you have to scratch or do something else like that, use only one hand and that too, under very serious compulsion using the least time and effort.

4. Transferring the weight of the body on to one leg and leaving the other weightlessly loose to the limit that it shows a certain bend is against the etiquette of Salaat. Abstain from it. Either you transfer your body weight equally on both legs or if you must channel your body weight on one leg, you have to do it in a way that the other leg shows no bend or curve.

5. If you feel like yawning, try your best to stop it.

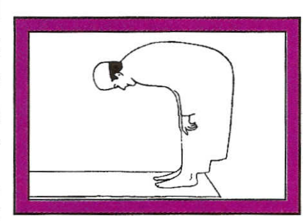
6. When standing for ***Salaat,*** Keep your eyes looking at the spot where you make your ***Sajdah.*** Abstain from looking to your right and left, or front.

When in Ruku:

When you bend for ***Ruku'*** watch out for the following.

1. Bend the upper part of your body up to point where the neck and back nearly level up. Do not bend any more less than that.

2. While in ***Ruku'*** do not bend the neck to the limit that the chin starts touching the chest, nor raise it so high that the neck goes higher than the waist level. Instead, the neck and the waist should be in onelevel.



3. In ***Ruku;*** keep feet straight. Do not place them with an outward or inward slant.

4. Place both hands on your knees in a way that fingers of both hands stay open. In other words, there should be space between every two fingers when you thus go on to hold the right knee with your right hand and left knee with your left hand.

5. In the state of ***Ruku,*** wrists and arms should remain stretched straight. They should not bend, curve or sag.

6. Stay in ***Ruku'*** at least for a time during which سُبْحَانَ رَبِّيَ الْعَظِيْمِ could be said three times calmly and comfortably.

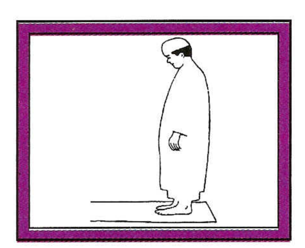
7. Stay in ***Ruku'*** the eyes should be looking towards the feet.

8. Body weight should be evenly distributed on both feet and both knees should be parallel to each other.

Returning to the standing position from Ruku:

1. While returning from *Ruku,* back to the standing position, see that you stand straight leaving no sag or droop in the body.

2. In this position as well, eyes should be fixed on the spot where you do your ***Sajdah.***



3. There are those who simply make a 'gesture' of rising from the ***Ruku'*** instead of rising fully and standing upright when it is time to do so and who, in that very state, when their body is still bent down Wards, go on their ***Sajdah*** for them it becomes obligatory that they make their ***Salaat*** all over again. Therefore, abstain from it very firmly. Unless you make sure about position, do not go for ***Sajdah..***

When bowing down for Sajdah:

Remember the following method when bowing down for ***Sajdah:***

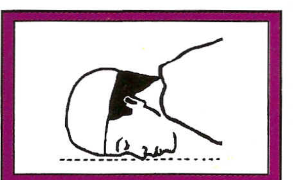
1. Bending the knees first of all, take them towards the prayer floor in a way that the chest does not lean forward. When the knees have already been rested on the floor, the chest should then be lowered down.

2. Until such time that the knees have come to rest against the floor, abstain, as far as possible, from bending or lowering the upper part of the body.

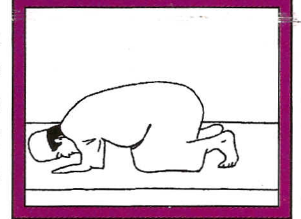
   These days negligence in observing this particular rule of etiquette while getting ready to go for ***Sajdah*** has become very common. Many people would lower down their chest right from the start and go on to do their ***Sajdah***. But, the correct method is what has been stated in #1 and #2 above. Unless it be for a valid reason, this method should not be by passed.

3. After having rested your knees on the floor, place your hands first, then the tip of the nose, then the forehead.

In Sajdah:



1. While in ***Sajdah,*** keep your head in between your two hands in a way the ends of the two thumbs come parallel to the ear-lobes.



2. In ***Sajdah,*** fingers on both hands should remain close together, that is, the fingers should adjacent to each other leaving no space in between them.

3. The direction of the fingers should be towards the ***Qiblah.***

4. The elbows should stay raised off the floor. It is not correct to rest the elbows on the floor.

5. Both arms should stay apart from armpits and sides. Never keep them tucked in.

6. Do not, at the same time, poke your elbows far out to your right and left causing discomfort to those making ***Salah*** next to you.

7. The thighs should not come in contact with the stomach wall. The stomach and the thighs should stay apart.

8. During the entire ***Sajdah,*** the nose-tip should continue to rest on the floor.

9. Both feet should be placed upright on the floor with heels showing on top and all fingers turner turned flat on the floor in the direction of the ***Qiblah.*** Those who cannot turn all their fingers because of the physical formation of their feet, they will still do well to turn them as much as they can. It is not correct to place the fingers vertically on the floor just for no valid reason.

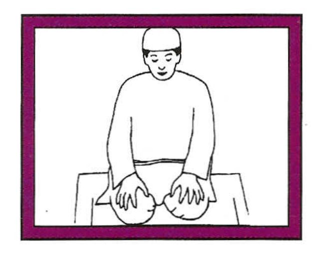
10. Be careful that your feet do not lift off the floor during ***Sajdah.*** Some people would do their ***Sajdah*** while none of the fingers on their feet come to rest on the floor even for a moment. This way the obligation on ***Sajdah*** is not liquidated at all, and as a result, the ***Salaat*** too becomes invalid. Be very particular in abstaining from this error.

11. In the stage of ***Sajdah,*** the least time you can give yourself should be sufficient enough to say سُبْحَانَ رَبِّيَ الْأَعْلَى three times, calmly and comfortably. Raising the forehead immediately after having rested it on the floor is prohibited.

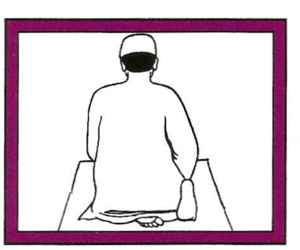
In between the two Sajdahs:

1. Rising from the first ***Sajdah,*** sit up straight, on the hams, calmly and comfortably. Then go for the second ***Sajdah.***

   Doing the second ***Sajdah*** after raising the head just a little bit and without becoming straight is a sin. If one does it like that, it becomes obligatory that the ***Salaat*** be made all over again.



2. Spread out the left foot (like the blade of a hockey stick) and sit on it. Let the right foot stand vertically with fingers turned towards the ***Qiblah.*** Some people let both feet remain in up right position and sit on the heels. This method is not correct.



3. While sitting, both hands should be placed on the thighs but fingers should not taper down onto the knees, instead, the far ends of the finger tips should reach only as far as the beginning edge of the knee.

4. While sitting, let your eyes be on the lap.

5. Sit for a time during which سُبْحَانَ اللهِ could be said at least once and if you can sit for a time during which could اَللّٰهُمَّ اغْفِرْلِيْ وَارْحَمْنِيْ وَاهْدِنِيْ وَعَافِنِيْ وَارْزُقْنِيْ be recited, it is better. But, reciting this during ***Fard*** (obligatory) ***salah is not necessary. It is better to do so in Nafl Salah.***

The second Sajdah and rising from it :

1. Go on to do your second ***Sajdah*** in the same manner by first placing both hands on the floor, then the nose-tip, then the forehead .

2. The complete form of ***Sajdah*** should be the same as mentioned in connection with the first ***Sajdah.***

3. When rising from ***Sajdah,*** first raise the forehead off the floor, then the nose-tip, then the hands, and then the knees.

4. While rising, it is better not to lean for support off the floor, however, should it be difficult to get up from the floor because of body-weight, sickness of old age, making use of the floor for support is also permissible.

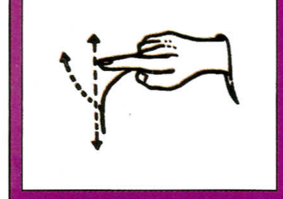
5. After you have risen back to your standing position, recite بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِيْمِ before ***Surah al-Fatihah*** in the beginning of each ***rak'ah.***

In Qa'dah :

1. The method of sitting in ***Qa'dah*** shall be the same as mentioned in connection with the method of sitting between ***Sajdahs.***

2. When you reach أَشْهَدُ اَنْ لَّآ اِلٰهَ اِلَّا اللّٰهُ while reciting اَلتَّحِيَّاتُ raise the ***Shahadah*** finger (the fore -finger or the index finger) with a pointing motion and let it fall back.

3. The method of making a pointing motion is that you make a circle by joining your middle finger and the thumb, close the little finger and the ring-finger (the one next to it), then raise the ***shahadah*** finger in a way that it is tapered towards in the ***Qiblah.*** It should not be raised up straight in the direction of the sky.



4. However, lower the ***Shahadah*** finger while saying اِلَّا اللّٰهُ but retain, right through the end, the initial formation of the rest of the fingers you already had when making the pointing motion.

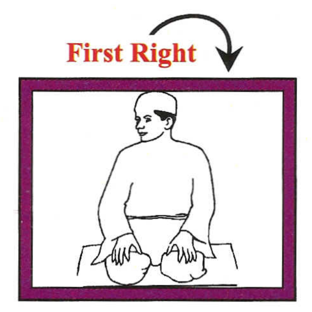
When turning for Salam :

1. When turning for ***Salam*** on both sides, you should turn your neck just enough that your cheeks become visible to the person sitting behind you.

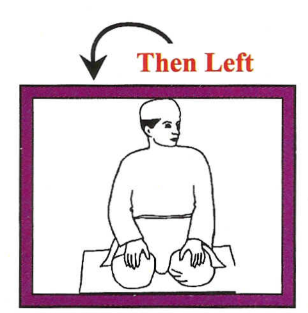
2. When turning for ***Salam,*** eyes should be towards the shoulders.

3. When turning your neck to the right to say اَلسَّلَامُ عَلَيْكُمْ وَرَحْمَةُ اللهِ make an intention that you are offering your ***Salam*** greetings to all human beings and angels on your right. Similarly, while turning for ***Salam*** to the left, have the intention of offering your ***Salam*** greetings to all human beings and angels present on your left.

First Right



Then Left



The method of Du'a:

1. The method of ***Du'a*** is that both hands be raised high enough so that they come in front of the chest. Let there be some space between the two hands. Do not bring the hands close together nor keep them far apart.

2. When making ***Du'a,*** keep the inner side of the hands turned towards your face.





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